

## TEAM COACH

Job Description: Team Coach; Pre-Team, JO, Xcel, Trampoline

Organizational Relationships:

Reports to: Program Director

Instructs: Students

Category: Non-Exempt, Part-Time, Hourly, \$/hour based on experience

Grade: 6

### **JOB SUMMARY:**

The Team Coach will provide leadership, instruction, and motivation in a fun, safe, and developmentally appropriate environment with the goal of developing character through athletics. The Team Coach will use flexible lesson plans in teaching skills and drills with thoughtful demonstration ensuring the well-being and safety of all athletes. The coach will lead practice and experiences for athletes in a group setting, while implementing a program that is consistent with the mission and core values of Xtreme.

### **ESSENTIAL FUNCTIONS OF THE JOB:**

The below list is intended to be an illustration of the responsibilities of the position and is not all-encompassing. The Executive Team may change these duties at any time.

### **Core Values:**

- Continuous Improvement: Diligent and consistent with implementing and supporting ongoing efforts to improve the facility, programs, best practices and policies. Seeks opportunities for personal development and self-improvement.
- Collaborative Teamwork: Ambitious to learn, contribute knowledge and feedback, magnifies other's strengths, builds trust, encourages healthy risk-taking, inspires creativity, and respectfully navigates conflict.
- Customer Commitment: Create "raving" fans by exceeding expectations, creating memorable experiences and seeking opportunities to build relationships with staff, students and parents.
- Healthy, Balanced Living: Demonstrates authentic daily habits that reflect one's character and aligns with the rules and values of Xtreme.
- Positive and Fun Environment: Commit to providing an environment that encourages positive relationships, engages high energy activity, attracts leaders, inspires and fosters a supportive culture.
- Pursue Passion and Find Purpose: Discover the skills and talents that encourage an honorable ability to stir energy and excitement, along with the courage to unlock doors of opportunity and pursue the possibilities.
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## Coaching:

- Arrives prepared and is ready to coach.
- Participates and contributes to daily team huddles.
- Collaborates with the team coaches and department leadership to create an exceptional experience.
- Team player with the confidence to take the lead and guide other employees when necessary.
- Takes athlete attendance and is prepared to welcome new or trial athletes.
- Maintains practice structure and control at all times.
- Effectively explains and upholds all safety and facility rules and policies.
- Stands and is actively involved in practice with enthusiasm.
- Familiar with and follows practice rotation schedule of events and manages transitions between events.
- Leads and supervises practices with athletes of different age groups and skill levels.
- Implements team training plan as designed by department leadership.
- Assists in developing lesson plans and annual training schedule alongside department leadership.
- Coaches and instructs athletes, individually or in a group, regarding the rules, regulations and proper use of equipment.
- Assist with other team coaches' lessons and workouts.
- Effectively gives directions and coaches using different apparatuses.
- Observes and assesses athletes during practice and competition to help determine the skills of each athlete and determine correct level placement and readiness for advancement of skills.
- Provides a positive environment for learning, helping athletes work through fears and problems related to the sport.
- Provides a safe practice environment- ensures equipment and mats are safe, uses safe spotting techniques, modifies skills when needed, adapts the equipment based on the size and age of the athlete.
- Lifts and moves mats and equipment around the gym, setting up stations, and returning equipment to the proper place when done with rotation.
- Cleans and maintains exceptional facility standards for organization and order.
- Consistently reviews event safety checklists before using or instructing students on an event.
- Recognizes and responds effectively to emergencies.
- Provides support and disciplinary measures when necessary.
- Evaluates supplies and equipment needs and effectively communicates with the department leadership.
- Provides the highest level of customer service to parents, staff, and athletes.
- Participates in Xtremes staff meetings and training opportunities. This can include Xtreme onboarding courses, USA Gymnastics clinics, Safe Sport clinics, sessions offered by in-house Xtreme coaches, and more.
- Travels with competitive team to meets- when needed.

## **KNOWLEDGE, SKILL, AND ABILITIES:**

- Extensive knowledge of and enthusiasm for gymnastics.
- Basic knowledge of anatomy and child development.
- Knowledge of skill progression and drills (USAG Women's Junior Olympics Skills through Level 5 and all Xcel levels are encouraged).
- Knowledge, ability, and willingness to spot athletes at their coaching level, and also willing to ask for help when needed when it comes to spotting or working with specific skills or athletes.
- Knowledge of facility and equipment.
- Knowledge of the rules and policies of the gym and programs.
- Solid understanding of professional behavior, including the appropriate boundaries defined by Safe Sport.
- Knowledgeable of Xtreme's first aid and emergency procedures.
- Public speaking, organization, and leading small groups.
- High level of energy and stamina.
- Ability to spot athletes safely and effectively.
- Ability to observe and assess safety in all situations.
- Quick to listen, slow to speak.
- Empathic and compassionate.
- Knowledge of human behavior (EQ) and performance; individual differences in ability, personality, and interest; and learning and motivation.
- Work efficiently in a flexible, independent, and chaotic environment.
- Excellent social, communication, writing, and computer skills.
- Ability to work methodically and meet deadlines.
- Excellent organizational, analytical, and coordinating abilities.
- Complex problem solving ability: able to identify, evaluate, and implement solutions.
- Highly effective decision making skills and with the ability to make sound judgements quickly in high stress situations.
- Highly enthusiastic, committed to excellence, self-motivated, and professional.
- Well-developed sense of humor, play, and curiosity.
- A passion for staying current with coaching trends and tools – including attending educational events, reading blogs, and listening to podcasts.
- Knowledge of word processing using platforms such as Microsoft, Google, and Apple.
- Expense reporting.

## **EDUCATION AND EXPERIENCE:**

- 2+ years experience coaching, instructional, developmental/Junior Olympic/ or Xcel athletes, or as a gymnast
- Not required but preferred, USA Gymnastics Certifications – Safety Certification, USAG University for appropriate levels, USAG Code of Points
- Not required but preferred, AAU Positive Coaching Alliance

**ENVIRONMENTAL FACTORS/ PHYSICAL DEMANDS:**

This position requires the ability to stand, walk, and bend for extended periods of time; spotting and lifting students of various ages and sizes on equipment; repetitive motion; intense concentration; hand-eye coordination; fine manipulation skills to operate equipment or perform instruction, and coaching.

Duties are primarily performed at Xtreme Gymnastics, but may, on occasion, be required at off-site locations with travel included.

**WORK SCHEDULE:**

Work schedule will vary depending on the needs of the program and overall gym operations. Work hours will primarily be week days or evenings with seasonal changes in the schedule to include weekends. Regular days off will include holidays when Xtreme is closed.